

ALBANY UU SERVICE OPPORTUNITY DESCRIPTION

Service Opportunity Name/Title: Trustee on Board of Trustees

Service Opportunity Brief Description:

There are four Trustees on the Board of Trustees. Each May, two trustees are elected to two-year terms. Trustees take a leadership role in establishing, promoting, monitoring, and achieving the vision, mission, and goals of the congregation.

Service Opportunity Detailed Description:

The Board of Trustees consists of the President, Vice-President, Secretary, and Treasurer, and four Trustees. The Minister is a non-voting ex-officio member.

The Board serves as the governing body of the Society. It is primarily a policy making and visioning body, guiding and leading the congregation, while leaving oversight of the day-to-day operation and ministry programs to the Ministries and Operations Team, which reports to the Board.

As a policy and governance Board, its five strategic tasks are:

1. Congregational Mission-Vision Discernment
2. Fiduciary Responsibility and Oversight
3. Policy Development and Promulgation
4. Congregational Assessment
5. Strategic and Long-Range Planning

The Board provides leadership to ensure that the mission of the Society is being served, develops policies and plans that define direction and ensure financial stability, and conducts periodic assessments and visioning activities regarding specific dimensions of our Albany UU congregation, programs and property to determine if our goals are being met

The Board is ultimately responsible for the management of Albany UU – its property, business and financial affairs. The Board ultimately is answerable to the members of the congregation who elect them.

The Board meets monthly, and conducts an annual retreat. Board members are expected to take on responsibilities outside these meetings. In addition to the governance committees that require a Board liaison, several ad hoc Board committees are formed each year to pursue specific initiatives. Board members are expected to participate in these, according to their interests and/or skills. This service opportunity requires approximately 8 hours per month on average over the course of a year.

Length of Service Commitment: 2 years

This opportunity will enable you to hone your leadership skills. As a Board member, you will develop an overall understanding of all aspects of how Albany UU is run and operates. You will also have opportunities to lead and to delve more deeply into specific aspects of Albany UU.

Skills Needed:

This is a position of responsibility that requires strong communication skills, a willingness to listen and participate in group process, analytical skills and the ability to work effectively on a team. This is leadership and ministry that must see both the forest and the trees. Board members must be able to engage in both short- and long-term visioning and planning, Board members must be able to communicate group decisions positively, regardless of how one voted.

Training, assistance, and safety requirements:

There is an annual training for new leaders, which new Board members are encouraged to attend.

Number of positions available: 2 each year

Key words: